

COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY

Subject

Board Agenda Explanations of Compensation Ordinance Amendments
Dealing with Position and Classification Changes

**Policy
Number**

A-95

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Purpose

To ensure that Compensation Ordinance Amendment Board Agenda letters provide a full explanation of each amendment being recommended.

Background

On December 14, 1982 (10), the Board adopted recommendations directing the former Office of Employee Services now the Department of Human Resources, to develop a Board policy requiring full explanation of position and classification changes as they relate to Compensation Ordinance amendments. The full explanation is to be incorporated in the backup material for each Board Agenda item.

Policy

It is the policy of the Board of Supervisors that:

- 1.Compensation Ordinance Amendment Board Agenda letters are to be proposed for Board approval on a once-a-month or as needed basis by the Department of Human Resources. Letters that are specific to a reorganizational plan being implemented by the Chief Administrative Officer may be placed on the Board Agenda whenever needed during the month.
- 2.The Chief Administrative Officer shall provide full written explanation, source and duration of funds for the current year and subsequent years, and fiscal impact and prior Board actions for all reclassifications, classifications of new positions, additions, deletions and other position modifications accompanying all Compensation Ordinance amendments.
- 3.The fiscal impact statement shall include the costs for the specific action being recommended.

Sunset Date

This policy will be reviewed for continuance by 12-31-01.

Board Action

12-14-82 (10)

1-18-83 (2)

11-15-83 (11)

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2-28-89 (35)

4-4-95 (28)

CAO Reference

1. Department of Human Resources